

Addendum No. 1 to IFB#18-68 REBID



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: All Parties on Record with the City of Somerville as Holding
IFB#18-68 REBID Scanning and Digitization of Election Archives

From: Thupten D. Chukhatsang

Date: 6/29/2018

Re: Questions and Answers

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Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS:_____

CITY/STATE/ZIP:_____

TELEPHONE/FAX/EMAIL:_____

SIGNATURE OF AUTHORIZED INDIVIDUAL:_____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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Questions & Answers:

1. Documents appear to be in a basement. Is there an elevator? If so, will a 4x4 pallet and jack fit inside?

The documents are in the basement of the building and access is via stairs. An elevator is not available.

2. Can pallets be used to move the books from their location to the loading area or will a cart be required?

As there are stairs between the area the books are housed in and no dock both a cart and a pallet may be difficult to use.

3. How many linear inches of books are there?

1920 linear inches approximately.

4. Many of the books appear to be similar in size. What are the dimensions of the books? Trying to decide if these will fit in totes or will need to be stacked on pallets. Also need to guess on overall weight.

Please refer to the specifications and the pictures in the bid package for size reference.

5. Can a third party vendor be used for transportation?

A third party vendor should not be used for transportation and the winning bidder is responsible for the supervision and proper handling of archive materials at all times.

6. Does the building have a dock?

A dock is not available at this building.

7. Is there sufficient room to stage the entire project by the dock?

A dock is not available.